6 FEB 1984

Chief, Supply Management Branch, SD/OL SUBJECT: Commo Study - 1984 Ken, The D/L has tasked me to work with a senior Office of Communications (OC) individual to jointly look at the organization and effectiveness of Logistics support to OC. The attached explains the charter and the study teams strategy. While the study will concentrate on the Logistics organizati within OC, we would like size and include in our study major areas where workloads are placed upon Office of Logistics components by OC. To help us with the task at hand, would you please have someone develop the volume of business OC places on interested in such things as shipments made on behalf of OC, weights and cubes, volume of warehouse space dedicated to OC material, etc. The stats can be monthly, quarterly, or annually, whichever is simplest. Since we are working on a relatively short deadline, we would appreciate the informatic			SD/	NOTE FOR: Chief,	1 NO
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